

**TOWN OF PARSONSFIELD
PLANNING BOARD MEETING MINUTES
6:00 PM
Wednesday, August 16, 2023
TOWN OFFICE BUILDING**

I. Call to Order

Aaron Boguen called the meeting to order at 6:00 p.m.

Present: Aaron Boguen, Allen Jackson, Roger Moreau, Recorder Desirae Lyle

Absent: Sabin Beckwith, Gerard Clifford, Paul Farris (Alternate), Code Enforcement Officer Jesse Winters

Guests Present: Michael & Eileen Blokland, Sam Park, John Marble (arrived at 6:10 p.m.), Mark & Scott Mounce, Chris Gadomski, Jeff Wright, Joy Collacott, Trish Bola, Mark Foye, Denise & Todd Crocker, Jim Baron, Jen Lewis

II. Public Hearing #1 – Site Plan Review – Michael & Eileen Blokland – Map U12, Lot 004 – 15 Sunset Cove Rd – Shoreland Zoning – Private Residence & Expansion

Aaron Boguen opened the public hearing at 6:01 p.m. and asked if there were any questions. There were none. Mr. Blokland handed out the requested information and maps to the Board members present.

Aaron Boguen, Allen Jackson and Roger Moreau were present at the site walk on Saturday, August 12, 2023 at 9:00 a.m.

With no questions from the public, Allen Jackson made a motion to close the public hearing at 6:02 p.m. Roger Moreau seconded the motion. Motion carried with all in favor.

III. Public Hearing #2 - Site Plan Review – Daniel Swett (Applicant) – John & Deborah Marble (Owners) – Map U-14, Lot 002 – 183 Randall Lake Rd – Shoreland Zoning – Adding Deck to Residence

Aaron Boguen opened the public hearing at 6:03 p.m. and asked if there were any questions. (Mr. Marble arrived after the hearing concluded.)

Aaron Boguen, Allen Jackson and Roger Moreau were present at the site walk on Saturday, August 12, 2023 at 10:00 a.m.

Joy Collacott asked where the new deck will be built, she was concerned that it would be closer to the water. Aaron Boguen answered that it will be built to replace the existing steps facing the road away from the water. The replacement deck will create safer access to the camp.

With no other questions from the public, Allen Jackson made a motion to close the public hearing at 6:05 p.m. Roger Moreau seconded the motion. Motion carried with all in favor.

IV. Correspondence

- a. Correspondence related to applications will be discussed during each agenda item.

- b. Drawings were received from Mr. & Mrs. Blokland at tonight's meeting.
- c. Drawings were received from Mr. & Mrs. Marble by email August 15, 2023.
- d. Desirae Lyle noted that the ad for tonight's public hearings and the site walks was published in advance of both events.

V. Review of Minutes (July 19, 2023 & August 2, 2023 Workshop)

Review of Minutes (August 16, 2023 9:00 a.m. and 10:00 a.m. Site Walks)

Roger Moreau made a motion to approve the July 19, 2023 meeting minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

Allen Jackson made a motion to approve the August 2, 2023 workshop minutes as presented. Roger Moreau seconded the motion. Motion carried with all in favor.

Roger Moreau made a motion to approve the August 12, 2023 9:00 a.m. site walk minutes from 15 Sunset Cove Road as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

Roger Moreau made a motion to approve the August 12, 2023 10:00 a.m. site walk minutes from 183 Randall Lake Road as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

VI. Old Business

(Note: Old Business agenda item c. is a place holder, no new information has been received from Parsonsfield Seminary,)

a. Site Plan Review – Michael & Eileen Blokland – Map U12, Lot 004 – 15 Sunset Cove Rd – Shoreland Zoning – Private Residence & Expansion

The Board reviewed the information submitted by Mr. Blokland.

It was determined that a tree removal plan is needed per Land Use Ordinance Article II, Section 8 (E) (16) (c).

Allen Jackson made a motion to table the application as incomplete until the September 20, 2023 meeting. Roger Moreau seconded the motion.

Allen Jackson made a motion to amend his motion to include that Mr. & Mrs. Blokland's agent (contractor) Sam Park may speak on their behalf at the September 20, 2023 meeting. Roger Moreau seconded the motion for the amendment. Motion to approve the amendment carried with all in favor.

The original motion with the amendment carried with all in favor.

b. Site Plan Review – Daniel Swett (Applicant) – John & Deborah Marble (Owners) – Mao U-14, Lot 002 – 183 Randall Pond Rd – Shoreland Zoning – Adding Deck to Residence

The Board reviewed the information submitted by Mr. Marble.

Allen Jackson made a motion to accept the application as complete. Roger Moreau seconded the motion. Motion carried with all in favor.

Roger Moreau made a motion to approve the application. Allen Jackson seconded the motion. Motion carried with all in favor.

Desirae Lyle will put together a letter of approval and Mr. Marble will need to obtain a building permit from the Code Enforcement Officer.

- c. **Subdivision Review – Parsonsfield Seminary – Map R04, Lot 003 – Land Lot (Hobbs Swamp Road) – Proposed Subdivision – No Action**
- d. **Site Plan Review – Kezar Commons, LLC – Map U04, Lot 003 – 18 Federal Road – Mixed Uses (Commercial, Retail, Office, Residential, Short-Term Rental) – No Action**

The Board reviewed the application for completeness. The applicant's submitted an Intent to Purchase agreement which the Board found sufficient to move forward with the application process. The following items need to be submitted for the September 20, 2023 meeting.

- g. *location and size of any existing sewer and water mains, culverts and drains that will serve the development whether on or off the property, along with the direction of existing surface water drainage across the site.*
- n. *location and dimensions of any existing easements and ten (10) copies of existing covenants or deed restrictions*

Allen Jackson made a motion to hold a site walk on Saturday, September 16, 2023 at 9:00 a.m. Roger Moreau seconded the motion. Motion carried with all in favor.

Allen Jackson made a motion to hold a public hearing at the start of the meeting on September 20, 2023 at 6:00 p.m. Roger Moreau seconded the motion. Motion carried with all in favor.

Roger Moreau made a motion that the application is incomplete and that it be tabled until the September 20, 2023 meeting. Allen Jackson seconded the motion. Motion carried with all in favor.

VII. New Business

a. Discussion – LD2003 Potential Land Use Ordinance Changes

Aaron Boguen explained that the State of Maine has extended the time frame for municipalities to have an ordinance in place to January 1, 2024. He has been in contact with SMPDC (Southern Maine Planning and Development Commission). There will need to be a Special Town Meeting to approve any changes made to the ordinances. There may need to be additional funding requested as the grant(s) may not cover the cost. Tiny homes are not specifically addressed in LD 2003.

VIII. Open to Public Questions

Jeff Wright asked why on the Kezar Commons, LLC application the applicant signed as both the applicant and the owner when they are not the owner yet. Aaron Boguen noted that the applicant has provided an intent to purchase agreement. He asked if the applicant would be able to provide a new application cover page with the current owner's information and signature. Mr. Mounce will submit this with the other requested information.

Todd Crocker noted that the Board should have enlarged maps for the meeting. They shouldn't have to squint at 11x17 maps when there is a requirement for larger maps.

Mr. Crocker also asked if the Board would hold a workshop prior to a vote to change the ordinances. Aaron Boguen commented that the Board would more than likely hold a public hearing prior to any special town meeting to vote on ordinance changes so that the public would be able to ask questions about the changes.

IX. Schedule Workshop for Wednesday, September 6, 2023

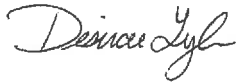
Allen Jackson made a motion to hold the workshop on Wednesday, September 2, 2023. Roger Moreau seconded the motion. Motion carried with all in favor.

Desirae Lyle will reach out to the Board on Monday, September 4, 2023 or Tuesday, September 5, 2023 to confirm that at least three members will be able to attend the meeting, so that if not, adequate notice can be given of a cancelation.

X. Adjournment

Allen Jackson made a motion to adjourn at 8:06 p.m. Roger Moreau seconded the motion. Motion carried with all in favor.

Respectfully Submitted,



**Desirae Lyle
PPB Executive Secretary**

Approved by the Board at the September 20, 2023 Meeting.



Aaron Boguen, Vice Chair